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~~EYES ONLY~~

ORD 4950-67
21 August 1967

MEMORANDUM FOR: Director of Research and Development

SUBJECT 25X1A9a : Recommendation for Promotion -
[REDACTED]

25X1A9a

1. [REDACTED] has been in charge of the ORD Registry for approximately fifteen months. During this period the workload has increased by at least an order of magnitude. In addition to this "normal" workload, the ORD Registry is the Top Secret Control Center for the entire Ames Building since no other component in the building has an approved area for Top Secret handling and storage.

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2. [REDACTED] has performed her tasks in a highly satisfactory manner considering the volume of material handled and the chronic shortage of help. She is responsible for the proper handling of a larger volume of material than is handled in any other office of the DD/S&T in spite of a smaller authorized complement.

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3. It is therefore strongly recommended that [REDACTED] be promoted from a GS-06 to a GS-07.

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[REDACTED]

Administrative Officer/ORD

RECOMMEND APPROVAL:

SIGNED

Chairman, Special Panel, CSP

Date

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EYES ONLY

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SUBJECT: Recommendation for Promotion - [REDACTED]

APPROVAL:

[REDACTED]

Director of Research and Development

Date

Distribution:

Original & 1 - Addressee

① - D/ORD

1 - CSP File

AO/ORD/DD/S&T: [REDACTED] pjk/2637 (21 August 1967)

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